



Town of Hopkinton, NH

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SELECT BOARD PUBLIC MEETING MINUTES MONDAY, OCTOBER 7, 2013

Approved October 21, 2013

Select Board Vice Chair George Langwasser called this regular meeting of the Select Board to order at 5:30 p.m. on Monday, September 9, 2013, in the large meeting room in the Town Hall. Mr. Langwasser introduced the members of the Board. Neal Cass led the group in the Pledge of Allegiance.

Members Present: George Langwasser, Vice Chair, Sue B. Strickford, Sara Persechino, and Ken Traum, Jim O'Brien via conference call for part of the meeting

Staff Present: Neal Cass, Town Administrator, Jessica Bailey, Recreation Director and Robin Buchanan, Administrative Assessing Assistant

Public Present: Merle Dustin, Ken Wilkens, Bethann McCarthy, Mary Leadbeater, Chris Aslin, John Thayer, Todd M. Clark of Hoyle, Tanner & Associates

II. OLD BUSINESS

- 1. Kimball Lake Property Study Committee:** Mr. Langwasser explained the reason for the committee and read the charge. Mr. Cass stated the Recreation Committee recommends Louise Carr and the Conservation Commission recommends Lee Wilder. Mr. O'Brien via phone stated he would like to have someone from the Precinct on the Committee; however, no one has applied. After some discussion it was agreed to leave one slot open for a week or so to see if someone from the Precinct would like to serve. The Board agreed on the following members:

Louise Carr for the Recreation Committee
Lee Wilder for the Conservation Committee
Chris Lawless
Ed Kerr
Heather Mitchell
Glenn Smart

Jessica Bailey, Recreation Director questioned if the Board wanted 2 members of the Recreation Committee on this Committee. The Board was okay with 2 members from the Recreation Committee being on The Kimball Lake Property Study Committee.

Mr. Traum made a motion to approve the above mentioned people to the 7 member Kimball Lake Property Study Committee to be staffed by Jessica Bailey, Recreation Director. The last slot is to be filled by the next meeting. Mrs. Persechino seconded the motion.

VOTE: O'Brien, Langwasser, Strickford, Persechino and Traum voting in favor of the motion; no votes against. MOTION APPROVED 5-0.

Mr. Cass will invite the above named members to the next Select Board meeting.

- 2. 2014 Merit Allocation:** Mr. Langwasser explained the merit allocation and why we use that method. All employees are evaluated by the Department Heads and Department Heads are evaluated by the Town Administrator. Mr. Traum stated a 3% allocation seems fair. Mrs. Strickford suggested 4% as she feels first responders, police and fire are underpaid. There was a short discussion with regards to town manger vs. town administrator position. Mr. Cass will present those differences at the next meeting. Mr. O'Brien and Mr. Langwasser agreed with 3%.

Mrs. Persechino made a motion to approve a 3% merit allocation for 2014. Mr. O'Brien seconded the motion.

VOTE: O'Brien, Langwasser, Persechino and Traum voting in favor of the motion; Strickford voted against. MOTION APPROVED 4-1.

Mr. O'Brien stated that at the next meeting, he would like to discuss the Fire Station and the Hopkinton Fairgrounds. Mr. Cass stated the proposals for the Fire Station have been received and are being reviewed by a small group of people, including Doug Mumford, Peter Russell, Jack Rudderaman and Neal Cass.

- 3. Farmer's Market:** Mary Leadbeater is in tonight to see if the Board has made a decision about the Winter Farmer's Market being held at the Town Hall. Mr. Cass stated he has reviewed the insurance and it meets our requirements. Ms. Leadbeater stated they understand they have the responsibility to clean up and make sure the heat is reset when they leave.

Mrs. Persechino made a motion to approve the use of the Town Hall by the Contoocook Farmer's Market from November to spring at a cost of \$15.00 per use without heat and \$25.00 with heat. Mrs. Strickford seconded the motion.

VOTE: O'Brien, Langwasser, Strickford, Persechino and Traum voting in favor of the motion; no votes against. MOTION APPROVED 5-0.

Mr. O'Brien concluded his telephone conference.

III. ADMINISTRATIVE

Consent Agenda

Board members reviewed documents for signature and approved unanimously the Consent Agenda taking the following action on motion made by Mr. Traum and seconded by Mrs. Persechino:

Accounts Payable Manifest	\$1,203,696.09
Accounts Payable Manifest	\$ 269,024.12
Payroll Manifest	\$ 60,118.21
Building Permit	Martin, Michael & Dorothy Map 240 Lot 4
Building Permit	Ellis Lorraine deck Map 221 Lot 93
Building Permit	Prescott, Virginia second floor dormers Map 238 Lot 58

Building Permit	Bliss Paul & Susan two story res/porch Map 256 Lot 25-1
Building Permit	Dow Steve & Paula renovation Map 245 Lot 12
Personnel Action Form	Budget Committee Minute taker
Personnel Action Form	Fire Department
Grant application	Police Department
Application for Payment From Trust	Highway Vehicle Capital Reserve Fund
Application for Payment From Trust	Library Facility Maint. Expendable Trust
Transfer of Funds	Recreation Revolving to General Fund
Transfer of Funds	Special Revenue Fund-Human Services to General Fund
Transfer of Funds	Public Safety Revolving Fund to General Fund

Approval of Minutes

The Board reviewed the public meeting minutes of the Joint School Board and Select Board dated September 23, 2013. Mrs. Persechino made a motion, seconded by Mr. Traum, to approve the minutes of the Joint School Board/Select Board Meeting held on September 23, 2013.

VOTE: Langwasser, Strickford, Persechino and Traum voting in favor of the motion; no votes against, MOTION APPROVED 4-0.

The Board reviewed the public meeting minutes of September 23, 2013. Mrs. Strickford made a motion, seconded by Mrs. Persechino, to approve the minutes of the Public Select Board Meeting held on September 23, 2013. There being no discussion, Vice Chair Langwasser called for the vote.

VOTE: Langwasser, Strickford, Traum and Persechino voting in favor of the motion; no votes against, MOTION APPROVED 4-0.

The Board reviewed the non-public meeting minutes of September 23, 2013. Mrs. Persechino made a motion, seconded by Mrs. Strickford to approve the non-public meeting minutes of September 23, 2013.

VOTE: Langwasser, Strickford, Persechino and Traum voting in favor of the motion; no votes against MOTION APPROVED 4-0.

III. PUBLIC APPOINTMENTS

Bethann McCarthy and Chris Alsin are back with a revised Greener Hopkinton resolution. Ms. McCarthy stated they were in back in July and the Board asked for changes to be made to the Resolution. The Board asked Greener Hopkinton to include what has been done to date. Ms. McCarthy stated they would include that in an action plan, which is in the works. Other changes included wording, cost effective measures be looked at and that most of the work be done by the Committee members and not the Town Administrator. Mr. Alsin stated the Committee will take the initiative and create a plan which Mr. Cass can amend. Mr. Traum stated he supports the concept and asked Mr. Cass if the changes were adequate. Mr. Cass responded yes. Mr. Langwasser is concerned with regards to the annual report; Ms. McCarthy responded Greener Hopkinton will be working on that project as well.

Mrs. Persechino made a motion to adopt the Resolution, establishing Energy and Conservation Goals regarding cost-effective actions, to reduce greenhouse gas emission, as proposed by Greener Hopkinton. Mr. Traum seconded the motion.

VOTE: Langwasser, Strickford, Persechino and Traum voting in favor of the motion;

no votes against, MOTION APPROVED 4-0.

IV. PUBLIC FORUM

Merle Dustin informed the Board the hole at the intersection of Briar Hill Road and Penacook Road is getting worse. Mr. Cass stated we are working our way towards that area.

Bob LaPree spoke to the Board regarding a Grant to finish constructing the end of the Stevens Rail Trail and to make it handicap accessible. He noted the letter was due Wednesday, October 9, 2013. Mr. LaPree estimates the cost to finish the trail would be \$8,000.00. Mr. LaPree stated at some point they hope to hook into the Sunapee to Concord Rail Trail System. Mr. Cass stated the Recycling Committee has also proposed to apply for this Grant for the hydration system. Ms. Leadbeater stated Mr. LaPree's proposal is more in line with the Grant and if the Board needs to make a choice, the Board should pick Mr. LaPree's proposal.

Mr. Traum made a motion to support the Grant Application for the rebuilding of the end of the Stevens Rail Trail to make it accessible to all of our citizens and to authorize Town Administrator Neal Cass to sign paperwork for the Board. Mrs. Persechino seconded the motion.

VOTE: Langwasser, Strickford, Persechino and Traum voting in favor of the motion;
no votes against, MOTION APPROVED 4-0.

V. OLD BUSINESS (continued)

Updated BOS schedule: Mr. Cass handed out the updated meeting schedule for the remainder of the year.

Merle Dustin stated the line of vision is obstructed from Dustin Road on to Route 127. Mr. Langwasser noted that Route 127 is a State road and we are not allowed to do maintenance on that road. She would need to contact the State. Mr. Thayer will get her a contact number.

VI. NEW BUSINESS

2014 Holiday Schedule: Mr. Cass handed out the 2014 Holiday Schedule to the Board.

Update on National Fallen Firefighters' Weekend: Mr. Cass stated it was an honor to attend. 81 firefighters were added to the memorial, including Rick Schaeffer.

Review of YTD Financials: Mr. Cass went over the revenues and expenses. We are in good shape as far as the budget goes. Mr. Traum inquired about welfare. Mr. Cass explained how town welfare works. Mr. Traum also inquired if the Sewer fund was a stand-alone fund. Mr. Cass responded yes.

VII. PUBLIC APPOINTMENTS (continued)

John Thayer, Public Works Superintendent and Todd M. Clark, Hoyle, Tanner & Associates:

Mr. Thayer and Mr. Clark presented the preliminary study of Penacook Road. Proposal included drainage solutions and side walk. Cost of construction for road, sewer and sidewalk would be approximately \$700,000.00.

VIII. TOWN ADMINISTRATOR UPDATES

Mr. Cass stated the town has been served papers by Fairpoint Communications. Fairpoint has filed suit against Hopkinton, as well as several other towns over their assessments.

Mr. Cass stated he has meet with the Department Heads with regards to the Capital Improvement Plant.

Mr. Cass informed the Board, the "Making Strides Against Breast Cancer" will once again be decorating the gazebo in pink ribbons.

Mr. Cass informed the Board, the Recreation Department has begun on line registrations. Discussion ensued with regards to ads on the website for registrations. The Board declined to go with ads.

The Fire Station Open House will be held on Saturday, October 12, 2013 from 10:00 am to 2:00 pm.

The DRA had announced that it would not be setting any tax rates until November 7th, due to the education portion. However, the Commissioner of Education and the DRA have decided they can come up with a formula and the tax rate setting should begin soon.

A discussion ensued, with regards to the Hopkinton Fair, if the businesses in town think the Fair draws in business or not, complaints about flies. Mr. Langwasser stated residents have spoken to him and they are adamant about how the Fair treats the town. He believes the relationship between the Fair and the town has deteriorated over the years.

Mr. Langwasser reminded everyone present the Planning Board will be meeting tomorrow night to discuss a cell tower on Little Frost Road and a subdivision request from Chalkpond Investments.

ADJOURNMENT

There being no further business, motion by Mrs. Persechino, seconded by Mr. Traum to adjourn the meeting. Vote 4-0 in favor of the motion. The meeting adjourned at 8:30 p.m.

Respectfully submitted,

Robin Buchanan
Administrative Assessing Assistant

These minutes are not official until approved by the Board of Selectmen at their meeting.